



Washington, D.C. 20505

9 February 1981

The Honorable David Alan Stockman  
Director  
Office of Management and Budget  
Washington, D. C. 20503

Dear Dave:

I have assessed in some detail the impact of the Presidential hiring freeze on the Central Intelligence Agency (CIA). Because of the Agency's unusual requirements and the special nature of its hiring process, some specific relief, which I have and will work to hold to a minimum, is needed.

As a prerequisite to employment, each applicant must undergo an extensive, time-consuming and expensive security investigation. This process includes an exhaustive 15-year background investigation. The selection and clearance process typically stretches out over many months and, as you might expect, we lose many good people just because they either cannot or choose not to tolerate this time delay inconvenience.

Even in the best of times the Agency has trouble filling positions for certain critical skills. In the past, when the Agency was forced to turn off its applicant pipeline, it took many months to recover.

Without relief, that effect would be sharply accentuated now because the Agency has experienced significant reductions during the past several years. For example, through the period 1969-1980 CIA's personnel ceiling has been reduced from [ ] As a result of these reductions, many parts of our mission cannot be accomplished effectively. At present, the Agency is [ ] personnel below the Congressional-approved FY-1981 budget ceiling of [ ] We expect to lose an estimated [ ] employees through attrition by the end of the fiscal year.

With that background, I can tell you that we can live with the freeze-- except for certain critical skills essential to our mission. We need partial relief from the freeze in critical skills, representing approximately [ ] of the [ ] skills categories for which we recruit personnel. Specifically, we request authority to hire among the following skills to fill current

vacancies and one-for-one attrition in these special categories:

	<u>Occupational Category</u>	<u>Projected Attrition</u>	<u>Requested Exemptions Not to Exceed</u>	<u>Freeze Impact Attachment</u>
25X1	Communications Specialists			A
	Operations Officers			B
	Intelligence Analysts			C
	Clericals			D
	Engineers and Physical Scientists			E
	Computer Specialists			F
	Security Officers and Couriers			G
	Linguists			H
	Attorneys			I
	Totals			

25X1

\*Includes current vacancies.

25X1

25X1

25X1

25X1

In addition to the above, I believe it necessary that you exempt from the freeze those applicants placed in process between 5 November 1980 and 20 January 1981. During this period the Agency had given commitment letters to [ ] applicants. Under the most ideal conditions, only 50 percent of these would survive the clearance process. Because of our unique hiring problem, a considerable investment of time and money has already been expended in the advertising for and in the recruitment, selection and investigative screening of these applicants currently in process. Their selection and the Agency's commitment to them resulted from an expensive search over many months which culminated in the screening of approximately [ ] applicants. There is a large number of critical skills represented in this category, and it would be an indefensible waste to discontinue their processing and not allow those who passed the screening to report for duty. To realize a return on this investment, this entire group should be exempted from the freeze and it should result in hiring about [ ] new people whose absence would soon lead to attrition of our capabilities.

The impact of the total freeze in hiring of the above-critical categories of skills is discussed in the attachments. I urge your favorable consideration of this request and assure you that I will maintain strong monitoring controls on all new hires to ensure that only those for whom we have requested exemption will be brought on-duty. Your approval of this request will help me fulfill my responsibilities at an acceptable level, while continuing my basic support for the President's hiring freeze.

Yours,

  
William J. Casey

Attachments